

Dependent eligibility audit – Frequently Asked Questions (FAQ)

Q1: I turned in proof of my dependent's eligibility in the past. Do I have to provide these documents again?

A1: Yes. Family dynamics can change over time. Because of this, it is necessary to provide the most up-to-date documentation available for the audit.

Q2: What dates will the dependent eligibility audit be open?

A2: The audit begins April 1, 2025, and continues through April 30, 2025.

Q3: What date will ineligible dependents lose coverage?

A3: Ineligible dependents will be removed from coverage on the last day of the month in which they are found to be ineligible.

Q4: If my dependent is found to be ineligible, will they be offered COBRA?

A4: Maybe. If a dependent who was once eligible to participate very recently (generally within 30 days) became newly ineligible, COBRA will be offered.
If an ineligible dependent was enrolled onto the plan in error, or a dependent who was once eligible remained on the plan past the time when they became ineligible, COBRA would not be available.

Q5: What other healthcare options will an ineligible dependent have if they are removed from coverage with the city of Las Vegas?

A5: Ineligible dependents can seek coverage through their own employment, other family members to whom they would be considered an eligible dependent, or through the healthcare marketplace.

Q6: Will employees be refunded premiums for ineligible dependents who were enrolled on their plan?

A6: No. Dependents deemed ineligible through the audit process will be removed from coverage moving forward. As a result, there are no retroactive premium adjustments to be considered.

Q7: What happens if my dependent has a healthcare claim but is found to be ineligible to remain on my coverage?

A7: Healthcare claims that happen after your dependent's coverage end date will be denied by HPN. Your ineligible dependent will be responsible for any charges related to those claims.

Q8: Will I be subject to disciplinary action if the audit reveals I have an ineligible dependent enrolled on the plan?

A8: No. Ineligible dependents will be removed on a go-forward basis without disciplinary action. Going forward from the audit, you will be held accountable for ensuring you are only enrolling dependents who are eligible per the plans rules.

Q9: I need to order a new birth certificate, marriage certificate, or affidavit of domestic partnership. The responsible agency has advised the document won't arrive prior to the end of the audit. What should I do?

A9: Please contact HR Benefits at extension 5432 or email hrbenefits@lasvegasnevada.gov immediately to notify us of a possible time delay. Have any documentation or confirmation statements you received from the agency available to support any barriers preventing you from submitting your documentation timely.

Q10: May I turn in my documents to my supervisor or department admin?

A10: No. To ensure your documents are received timely, and the information on those documents remain confidential, please deliver your documents to HR Benefits either by secure email, USPS, in person, or fax:

Email	HRBenefits@LasVegasNevada.GOV
USPS	City of Las Vegas Department of Human Resources – Benefits 495 S. Main St. Las Vegas, NV 89101
Fax	702-464-7748
In Person	833 Las Vegas Blvd., North, Las Vegas, NV 89101

Q11: Why is city of Las Vegas asking me to submit a tax return (or other joint financial document) for my spouse/domestic partner?

A11: Marriage certificates and affidavits of domestic partnership do not expire. To support the dependent relationship still qualifies for group healthcare coverage, documentation showing mutual financial responsibility is required for marriage/domestic partnerships and any other dependents whose dependent status is contingent upon the marriage/domestic partnership.

Q12: My spouse and I file our taxes separately. Are there alternatives to providing a current tax return?

A12: Yes. The following are examples of other documents you can provide in lieu of a tax return:

1. Joint mortgage statement that includes the names of both spouses/partners
2. Joint bank account statement that includes the names of both spouses/partners
3. Credit Card statement that includes the names of both spouses/partners
4. Loans or credit lines for an automobile or major purchase that includes the names of both spouses/partners
5. Letters evidencing designation of spouse/partner for power of attorney

If none of the above fit your circumstance, please contact HR Benefits at extension 5432, or by email

(hrbenefits@lasvegasnevada.gov) for assistance. Please use a permanent marker to cover up any bank account numbers, social security numbers, and monetary values on photocopies of financial statements or tax returns you intend to submit during the audit.

Q13: Do you need original documents?

A13: No. Please provide photocopies and keep your originals. Please use a permanent marker to cover up any bank account numbers, social security numbers, and monetary values on photocopies of financial statements or tax returns you intend to submit during the audit.

March 19, 2025